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Congress of the United States
House of Representatives

SUBCOMMITTEE ON MANPOWER UTILIZATION
AND DEPARTMENTAL PERSONNEL MANAGEMENT
OF THE
COMMITTEE ON POST OFFICE AND CIVIL SERVICE

March 1, 1956

Hon. Allen W. Dulles, Director
Central Intelligence Agency
2430 E Street
Washington, D. C.

Dear Mr. Dulles:

The Post Office and Civil Service Committee of the House of Representatives released the Subcommittee's preliminary report, entitled "Study of Manpower Management in the Federal Government," on January 29, 1956. Copies of this report have been forwarded under separate cover.

Our preliminary report has been confined to the departments and three major agencies since they account for over 96 percent of the civilian payroll of the Government. However, the Subcommittee wishes to advise you that we are aware of and interested in the actions taken by your agency for more effective manpower management. It is anticipated that the progress of the other agencies will be the subject of future reports.

In order to allow the departments and agencies additional time to accumulate manpower data and other needed information, the "monthly manpower progress report" will hereafter be due on or before the 25th of the month following the end of the reporting period. A concise report, such as provided for in Exhibit E (which has been furnished previously) will be ample.

It is important that the continuing nature of our studies be stressed. It is essential, therefore, that there be no relaxation of restriction on hirings if we are to have any substantial reductions in the number of employees on the Federal payroll without resorting to arbitrary cuts. Furthermore, functional surveys which critically analyze not only what is being done, but why it is being done, will serve as a basis for eliminating duplication of effort and activities no longer essential.

Attached for your information is some material on the functional approach to manpower utilization which clearly portrays the intent of the Subcommittee in this regard. If you have any comments or suggestions, we would appreciate hearing from you.

With best wishes, I am

Sincerely yours,

James C. Davis
James C. Davis, Chairman